



## MEMORANDUM

**TO:** Superintendents

**FROM:** Jayma McGann, Director of Early Learning & Literacy  
Suzanne Siamas, Early Learning & Literacy Specialist

**DATE:** April 4, 2008

**SUBJECT:** Early Intervention Grant Application

The Indiana Department of Education is pleased to announce funds will once again be available for early literacy intervention for the 2008-2009 school year through the Early Intervention Grant. The Early Intervention Grant Program (ELIGP) was implemented in the 1997-98 school year as a means of improving the reading skills of young students at risk for reading failure. Early Intervention Grant funds may be used to support research-based early intervention literacy programs (including but not limited to, Reading Recovery and Waterford), and the professional development specific to the intervention. Approved plans developed by schools will offer a well-integrated intervention to improve student achievement in preschool through grade two. The grant will provide assistance to schools and teachers to improve students' literacy development through the selection and implementation of a literacy intervention that is appropriate to the specific literacy needs of students as determined by the school's literacy needs assessment data.

### The Early Literacy Intervention Grant:

- Assists schools in acquiring materials, resources, and expertise needed to enhance literacy intervention. Key to the intervention programs funded is a reorganization of instruction so that teachers are better equipped to meet needs of students from a wide range of abilities, to enhance student engagement, and to increase student literacy achievement.
- Provides funding for professional development specific to the intervention. This professional development will directly impact the teachers' and/or interventionists' ability to administer the intervention program with fidelity which translates into more comprehensive and effective literacy intervention instruction.
- Provides a means to further parent/family education and training in the literacy intervention instruction of children. This can involve parent/family education meetings and trainings that model early literacy and provide supportive materials so that parents/families can extend the reading and literacy experiences in order to maximize student achievement.

To participate in the Early Literacy Intervention competitive grant process, schools must submit a proposal that explains in detail the selection of an intervention program and justifies the school's choice by demonstrating that (a) a need exists for an early literacy intervention in the school, and (b) the specific, chosen intervention is appropriate to the needs of the students and the school.

After a school has made a determination as to the intervention needed based on the needs assessment data, a school will submit a proposal for review using the process described in the attached Indiana Early Intervention Grant: Request for Proposals. Proposals and applications must be completed on an individual school building basis. Only one application will be accepted for each school building. **Applications for the Early Intervention program will be accepted until 4 p.m. on Wednesday, May 28, 2008.**

An **Early Intervention Grant Technical Assistance Training** will be held on **Friday, April 18, 2008 from 10:00 a.m. to 12:00 p.m.** at the Indiana Government South Building Auditorium. This training will outline the fundamental changes to the grant application and rubric as well as serve as a forum for questions and answers. To register for the training session, fill out the registration form and fax the form to 317 232-9121 before **April 16, 2008** attention Suzanne Siamas, Office of Early Learning and Literacy. The registration form may be downloaded from the Early Learning and Literacy website <http://doe.in.gov/primetime/earlyintervention.html>

Copies of the Early Intervention application process, RFP, criteria rubric, cover sheet, assurances, and budget forms are available on the Office of Early Learning and Literacy web site: <http://doe.in.gov/primetime/earlyintervention.html>. Please inform all elementary principals of this opportunity.